2017-05

Turnitin Quick-guide for Students

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Mount Kenya University

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TURNITIN
QUICK-GUIDE FOR STUDENTS

BY OTUOMA PETER
What it is

Turnitin is an online service that allows lecturers and students to check the level of plagiarism in a document to reduce cheating and enforce academic integrity.

How it works

- It searches internet sources and it’s own repository to find content that is similar to what the student has submitted.
- Similarities found are then highlighted in the submitted document with links to the internet sources they were found.
- A report is then generated summarizing the overall percentage of plagiarism in the submitted document.
- Students can then correct their work and resubmit if the level of plagiarism is higher than that acceptable by your supervisor/lecturer.
Creating An Account (New Users Only)

Go to [http://turnitin.com](http://turnitin.com) and click on Create account.
Before proceeding, make sure you have the **class ID** and **enrollment key** from your lecturer.
Enter your details as guided below

<table>
<thead>
<tr>
<th><strong>Class ID</strong></th>
<th>8 digit number <strong>provided by your lecturer</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Class enrollment key</strong></td>
<td>Secret password <strong>provided by your lecturer</strong></td>
</tr>
<tr>
<td><strong>Your first name</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Your last name</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Email address</strong></td>
<td>Your own email address</td>
</tr>
<tr>
<td><strong>Confirm email address</strong></td>
<td>Repeat same email as above</td>
</tr>
<tr>
<td><strong>Enter your password</strong></td>
<td>Provide a password that you’ll be using to login to turnitin</td>
</tr>
<tr>
<td><strong>Confirm your password</strong></td>
<td>Same password as above</td>
</tr>
<tr>
<td><strong>Secret question</strong></td>
<td>Select a question from the dropdown. The answer to the question should be easy for you to remember. You’ll be asked this question in case you forget your password in future.</td>
</tr>
<tr>
<td><strong>Question answer</strong></td>
<td>Provide answer to the question above</td>
</tr>
<tr>
<td><strong>User Agreement</strong></td>
<td>Read and understand the user agreement</td>
</tr>
<tr>
<td><strong>I’m not a robot</strong></td>
<td>Click on the adjacent square</td>
</tr>
</tbody>
</table>

Click on **I agree – Create profile** To finish
Login to turnitin.com

- On the screen that shows up, click on login
- Enter your **email address** and **password** then click on login
- You should now see a screen similar to the one below

![Login Screen](image)

- This will show name of your lecturer
Enrolling in a class (Existing users)

- If you already have a turnitin account, most probably you already belong to a class.
- However, a student can enroll in more than one class as shown below

Click Enroll in a Class
Enrolling in a class

- You will need to have a **class ID** and **Enrollment key** provided by your lecturer.

Enter **Class ID** provided by your lecturer

Enter **Enrollment key** provided by your lecturer
Submitting A Document

Click on the name of the class you want to submit to

<table>
<thead>
<tr>
<th>Class ID</th>
<th>Class Name</th>
<th>Instructor</th>
<th>Status</th>
<th>Drop Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>16047204</td>
<td>Business intelligence</td>
<td>MKU library</td>
<td>Active</td>
<td></td>
</tr>
</tbody>
</table>
▪ You should now see a screen similar to the one below
▪ Identify the assignment you want to submit to and click on submit

Assignments name

Click here to submit to this assignment
Submitting A Document

Submit: Single File Upload

First name: Peter
Last name: Otuoma
Submission title: A general overview of open-source data mining tools

What can I submit?

Choose the file you want to upload to Turnitin:
- Choose from this computer
- Choose from Dropbox
- Choose from Google Drive

Type here title of your project/assignment/thesis
Click here to attach a document from your computer
Click here to upload
Submitting A Document

Confirm from the preview that you’ve uploaded the right document

Click on confirm
Congratulations - your submission is complete! This is your digital receipt. You can print a copy of this receipt from within the Document Viewer.

**Author:**
Peter Otuma

**Assignment title:**
Thesis

**Submission title:**
A general overview of open-source data mining tools

**File name:**
TERM SCHEDULE MSBG 611.pdf

**File size:**
193.62K

**Page count:**
2

**Word count:**
313

**Character count:**
1654

**Submission date:**
12-May-2017 13:59 EAT

**Submission ID:**
8135353532

Click **Return to assignment list**
Wait for turnitin to generate a report – this can take from 5 to 30 minutes depending on the size of your document.

You’ll have to keep refreshing the page (if you’ve nothing else to do) or you can log out and log back in later to check if it has finished.
Viewing your report

- After Turnitin has finished checking your document, a percentage is shown under the similarity column. This % is the proportion of your work that has been found to be similar to other content (or copied/plagiarized).

50% of this work is plagiarized
Viewing your report

- To view detailed report, click on the %

Click to download or view detailed analysis
Viewing your report

- All content identified as being plagiarized will be highlighted in different colors.

- **Academic Integrity** - It involves using, generating and communicating information in an ethical, honest and responsible manner.

Click these numbers to view the source
Downloading your report

- In the window that opens, you will see an arrow on the right side of the screen as shown below
- Your report will start downloading. Choose to save the report which will be in PDF format.

Definitions

- **Plagiarism** - means using the thoughts or ideas as your own without properly giving credit to others.
- **Academic Integrity** - It involves creating and communicating information in an ethical, responsible manner.
Printing your report

- The PDF will include your originally submitted document with the plagiarized content highlighted in different colors.
- The summary of the report is the last section of the report and will look similar to what is shown below. Print from this page to the last page.

<table>
<thead>
<tr>
<th>Data mining</th>
<th>ORIGINALLY REPORT</th>
<th></th>
<th>/%</th>
<th>/%</th>
<th>/%</th>
<th>/%</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIMILARITY INDEX</td>
<td>50</td>
<td></td>
<td>35</td>
<td>0</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td>INTERNET SOURCES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PUBLICATIONS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>STUDENT PAPERS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PRIMARY SOURCES</th>
<th>Submitted to Avoyelles Public Charter School</th>
<th>27%</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Student Paper</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PRIMARY SOURCES</th>
<th>Submitted to Colorado Technical University Online</th>
<th>12%</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Student Paper</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PRIMARY SOURCES</th>
<th>vle.monash.edu</th>
<th>11%</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Internet Source</td>
<td></td>
</tr>
</tbody>
</table>

| EXCLUDE QUOTES    | OFF | EXCLUDE BIBLIOGRAPHY | ON | EXCLUDE MATCHES  | < 6 WORDS |
Revising and resubmitting your work

- You can revise and resubmit your work if the % is higher than the required.

- You do this by paraphrasing, using proper citation, inserting quotation marks etc., for the highlighted parts in your document.

- After you’ve finished revising your work, log-in to turnitin.com and click on the name of the class to access the class homepage.

- Then click on the blue resubmit button and fill-in the details required just like you did during the first submission.

- This will overwrite the initial report and generate a new report based on your recent revisions.

- The revision exercise can be reiterated until you get the required percentage.